

Medical Marijuana Business License Application Flowchart

Application Submittal

 Applicant submits Medical Marijuana Business License Application and applicable Operating Plan to City Hall, 4th Floor, Business License Counter

Planning Review

- Applicant will visit the Planning Counter at City Hall 4th Floor
- Planning will check the business location for buffers, the building's previous use, and parking requirements

Application Fees

- Applicant revisits Business License for a Billing Summary to pay application fees
- Applicant pays application fees
- Applicant may leave City Hall after paying all application fees

Plan Check

- Development Services staff contacts the Applicant to submit plans
- Plans are submitted for Department review

Department Reviews

- All Departments (Development Services, Fire, Business License, Police, and Health) will review the application and perform any inspections as needed.
- Development Services issues a Certificate of Occupancy

Taxes and Fees

- Applicant receives bill for initial business license tax and/or fees
- Applicant pays all taxes and fees

License Issued

- Applicant receives business license in mail
- Testing Laboratories will receive a Provisional Permit from Health Department to complete ISO accreditation before issuance of license